

Message

From: Ex. 6 Personal Privacy (PP)
Sent: 3/23/2020 2:56:29 PM
To:
Subject: RE: Team Prep for OPPT/OCSPP New Chemical Meetings

Ex. 6 Personal Privacy (PP)

Thanks Ex. 6 Personal Privacy (PP) I will be late in joining; will join as soon as I can.

Ex. 6 Personal Privacy (PP)

Office of Pollution Prevention and Toxics
U.S. Environmental Protection Agency
1200 Pennsylvania Ave., N.W. (7403M)
Washington, DC 20460

Ex. 6 Personal Privacy (PP)

Deliveries: 1201 Constitution Ave N.W., room Ex. 6 Personal Privacy (PP) EPA East

From: Ex. 6 Personal Privacy (PP)
Sent: Monday, March 23, 2020 10:55 AM

To:
Ex. 6 Personal Privacy (PP)

Subject: RE: Team Prep for OPPT/OCSPP New Chemical Meetings

All,

For today's 11am meeting, we will go over the attached Ex. 6 Personal Privacy (PP) report (updated today at 7am)

Plus, Ex. 6 Personal Privacy (PP) suggested the standing agenda items:

- Connectivity issues
- Ex. 6 Personal Privacy (PP) Report - Cases about to go over day 90 & plan (all)
- Hair on fire cases for submitters (CCD)
- RAD reports completed last week (week of 3/16) and ready for IO review week of 3/23 (RAD)
- Determinations ready for review week of 3/23 (CCD)
- Science/Policy Issues needing OPPT IO input (both)
- Process Improvements implemented /in progress/complete (IMD/CCD/RAD)

Lastly, a decision point for this team before the meeting ends is what high level information (and in what format) do we use to update Ex. 6 Personal Privacy (PP) (Tuesdays at 4pm) and Lynn Dekleva (Thursdays at 2:45pm) on new chemicals. For Lynn D., she usually sends a list of what she want us to update her on, and we'll need to decide if using that list is appropriate, or if should focus Lynn on topics we believe she is pay attention to. For this, we'll need feedback from Ex. 6 Personal Privacy (PP)

Ex. 6 Personal Privacy (PP)

Chemical Control Division
USEPA/OCSP/OPPT

Ex. 6 Personal Privacy (PP)

-----Original Appointment-----

From: Ex. 6 Personal Privacy (PP)

Sent: Friday, March 20, 2020 4:26 PM

To: Ex. 6 Personal Privacy (PP)

Subject: Team Prep for OPPT/OCSP New Chemical Meetings

When: Monday, March 23, 2020 11:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).

Where: DCRoomEast4140/DC-EPA-EAST-OCSP-OPPT-CCD; Ex. 6 Personal Privacy (PP)

Conference Line:

Call: Ex. 6 Personal Privacy (PP)

Code: Ex. 6 Personal Privacy (PP)

Participants:

- Participants for this team meeting are based on responses from Ex. 6 Personal Privacy (PP)
- If others should be included, please forward this invite to them.

Purpose: This meeting replaces the prior 11am Monday meetings with Ex. 6 Personal Privacy (PP) and has been revamped as team prep for the weekly meetings with OPPT (Tuesday) and OCSP (Thursday).

Agenda:

- Review the Ex. 6 Personal Privacy (PP) report
- Discuss progress/delays on cases in prior week
- Identify cases with actions for this week
- Identify any critical interactions with stakeholders or late breaking news that may need to be elevated
- Determine what critical information should be included in the weekly agenda/updates for Ex. 6 Personal Privacy (PP) (Tuesday) and Lynn Dekleva (Thursday)
- For first meeting, discuss draft template that can be used to present/communicate the information (template will be shared before the first meeting)